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ABSTRACT

Presented in this document is the agreement between the Board of Supervisors and the Board of Trustees of Jefferson Community College and the Faculty Association of Jefferson Community College for the period from September 1, 1973 through August 31, 1975. Presented in Part I of the agreement are articles concerning negotiation procedures, grievance procedures, faculty associations, compensation, and leaves of absence. Part II contains types of appointment and evaluation, recruitment, faculty workloads, rank and qualification, termination, and general provisions. (PG)

ED 086149 -

AGREEMENT BETWEEN

THE

JEFFERSON COUNTY BOARD OF SUPERVISORS

AND THE

BOARD OF TRUSTEES OF JEFFERSON COMMUNITY COLLEGE

REPRESENTING THE

COUNTY OF JEFFERSON

AND

FACULTY ASSOCIATION OF JEFFERSON COMMUNITY COLLEGE

1973 - 1975

September 1, 1973

HE 005 059

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P A R T I

BETWEEN THE

JEFFERSON COUNTY BOARD OF SUPERVISORS

AND THE

FACULTY ASSOCIATION OF JEFFERSON COMMUNITY COLLEGE

INDEX

PART I

	PAGE
Article I Recognition	1
Article II Negotiation Procedures	2
Article III Dues Deductions	3
Article IV Grievance Procedure	
Declaration of Policy	4
Definitions	4 - 5
Basic Standards and Principles	5
Grievances and Procedural Requirements	5 - 6
Grievance Board	6 - 7
Appeals to Grievance Board	7 - 8
Waiver of Extension of Time	8
Article V Faculty Association	
Teaching Load Reduction	9
Reimbursement	9
Article VI Compensation	
Salary Schedule	10 - 11
Increment	11
Longevity	11
Promotion	11
Insurance	12
Retirement	12
Professional Benefits	12 - 13
Substitute Teaching	13
Promotion to Division Chairman or Department Chairman	13
Article VII Reprisals Prohibited	14
Article VIII Leaves	
Sick Leave	15 - 16
Sabbatical Leaves	16
Article IX Miscellaneous Provisions	17 - 18
Article X Duration of Agreement	19

Article I

Recognition

A. The Board recognizes the Association as the exclusive negotiating agent for the unit consisting of those employees of the Jefferson Community College classified by the State University of New York as being in the professional services.

Excluded from this negotiation unit are the following:

President

Academic Dean

Dean of Students

Associate Dean for Continuing Education

Dean of Administration

Administrative Assistant

All part-time employees in the professional services on an hourly rate

All new titles in the professional service will be a subject of negotiations as to whether or not they fall within the unit.

Article II

Negotiation Procedures

A. The terms and conditions of employment provided in this agreement shall remain in effect until September 1, 1975, or until altered by mutual agreement in writing. The parties agree during this period to arrange meetings upon the request of either party to discuss any question concerned with the interpretation of the terms and conditions of this agreement.

B. Neither party in any negotiations shall have control over the selection of the representatives of the other party and each party may select its own representatives. While no final agreement shall be executed without ratification by the Association and the Board, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, consider proposals, and reach compromises in the course of negotiations.

C. Negotiations will commence one hundred and twenty calendar days prior to budget submission date of April 1, 1975.

Article III

Dues Deductions

A. The Board agrees to deduct from the salaries of the employees within the unit covered by this agreement, dues for the Association and to transmit the monies to the Association.

B. The Association shall certify to the Board the current rate of its membership dues and any future change in such rate shall be certified to the Board thirty days prior to the effective date of such change.

C. Authorization permitting such deductions will be required of each member of the Association before such deduction is made. Authorization shall be made on a form prescribed by the County Treasurer and signed by the Association member and shall remain in force until revoked in writing by such member.

D. Deductions - Credit Union

The County agrees to deduct from pay checks and remit to the Association authorized deductions for the members of the Association who have signed cards authorizing such Credit Union deductions.

Article IV

Grievance Procedure

Section 1.

A. Declaration of Policy

In order to establish a more harmonious and cooperative relationship it is hereby declared to be the purpose of this procedure to provide for the settlement of certain differences between the County's employees and the County government through procedures under which employees may present grievances, free from coercion, interferences, restraint, discrimination, or reprisal. The provisions of this resolution shall be liberally construed for the accomplishment of this purpose.

B. Definitions

As used herein, the following terms shall have the following meanings:

a. "Government" or "employer" shall mean the County of Jefferson.

b. "Public employee" or "employee" shall mean any person covered by the terms of this contract.

c. "Immediate Supervisor" shall mean the employee or officer on the next higher level of authority above the employee in the department wherein the grievance exists and who normally assigns and supervises the employee's work and approves his time record or evaluates his work performance.

d. "Grievance" shall mean any dispute involving a condition of employment contained in this contract as hereinafter provided.

e. The word "days" shall mean all days other than Saturdays, Sundays, and college holidays. Saturdays, Sundays, and college holidays shall be excluded in computing the number of days within which action

must be taken or notice given within the terms hereof.

f. "Department Head" shall mean the President of the College.

g. The term "College" means the Board of Trustees of Jefferson Community College.

C. Basic Standards and Principles

a. Every employee covered by this contract shall have the right to present his grievances to his employer, free from interference, coercion, restraint, discrimination or reprisal, and the grievance procedure established shall provide the right to be represented at all but the initial stage thereof if the employee so chooses.

b. It shall be a fundamental responsibility of supervisors at all levels, commensurate with the authority delegated to them by their superiors, promptly to consider and take appropriate action upon grievances presented to them by employees under their supervision.

c. It shall be the responsibility of the head of each department or agency of County government to take such steps as may be necessary to give effect to the provisions of this procedure.

d. The informal resolution of differences prior to initiation of action under the formal grievance procedure is to be encouraged.

e. Nothing in this article is intended to prohibit the employer or the College from processing a grievance through the grievance procedure.

D. Grievances and Procedural Requirements

a. Initial Presentation.

1. An employee who claims to have a grievance shall present his grievance to his immediate supervisor, orally, within five days after the grievance occurs.

2. The immediate supervisor shall discuss the grievance with the employee, all on an informal basis, shall make such investigation as he deems appropriate and shall consult with his superiors to such extent as he deems appropriate.

c. A hearing of any matter before the Grievance Board shall be conducted by all three members of the Board.

d. Two concurring votes shall be necessary to determine any official report or action of the Grievance Board.

e. The Grievance Board may make and amend rules and regulations for the conduct of its proceedings not inconsistent with the provisions of this Grievance Procedure.

F. Appeals to Grievance Board

a. Any party may appeal from the decision of the department head, within fifteen days after notice of such decision. The appeal shall be taken by submitting to the Grievance Board a written statement signed by the party making the appeal; containing:

1. The name, residence address, and department of employment of the party presenting the grievance.

2. The name, residence address, and department of employment of each other party or official involved in the grievance.

3. The name and address of the party's representative, if any, and his department of employment if he be a fellow employee.

4. A concise statement of the nature of the grievance, the facts relating to it, and the proceedings and decisions on the grievance up to the time of the appeal.

5. A request for a review of the decision of the department head or his designee.

b. The Grievance Board may request the department head to submit a written statement of facts, including a summary of the record of the hearing if there was a hearing, and the original or a true copy of any other record or document used by the department head or his designee in making his decision. Such written statement shall be submitted within three days after request by the Grievance Board.

c. The Grievance Board shall hold a hearing within ten days after receiving the written request for review. It shall give at least three days notice of the time and place of such hearing to the party, the party's representative,

if any, and the department head or his designee, all of whom shall be entitled to be present at the hearings.

d. The hearing on the appeal may be held in public or in private as determined by the Grievance Board.

e. New evidence, testimony or argument, as well as any documents, exhibits, or other information submitted to the department head or his nominee at the hearing held by him may be introduced at the hearing by the employee, by the department head, or his designee, or upon the request of the Grievance Board.

f. The hearing may be adjourned from time to time by the Grievance Board if in its judgment such adjournment is necessary in order to obtain material evidence. The total of all such adjournments, however, shall not exceed ten days, except that adjournments consented to by both the party and the department head shall not be counted in determining the total days of adjournments as herein limited.

g. The Grievance Board shall not be bound by formal rules of evidence.

h. A written summary shall be kept of each hearing held by the Grievance Board.

i. The Grievance Board shall make its report in writing within 10 days after the close of the hearing. It shall immediately file its report and the written summary of the proceedings with the County Clerk and shall at the same time send a copy of its report to the party, the party's representative, if any, the department head, and the Chairman of the Board of Supervisors. The report shall include a statement of the board's findings of fact, conclusions and advisory recommendations.

j. The Chairman of the Board of Supervisors shall review the findings and recommendations of the Grievance Board and within ten (10) calendar days issue his written decision. The decision of the Chairman of the Board shall be final.

G. Waiver of Extension of Time; Time for Discussions and Hearings

a. The time limitations for presentation and resolution of grievances, as hereinabove fixed, may be waived or extended by mutual agreement of the parties involved.

Article V

Faculty Association

A. The President of the Faculty Association shall have his teaching load reduced up to three contact hours per week providing such reduction does not result in overloads for other members of the teaching Faculty in that division.

B. The Faculty Association agrees to reimburse the College for any expense incurred by the Association for purposes not included within the responsibilities defined in Section IV - 1 of the Faculty Handbook including: secretarial or clerical services, supplies, postage, telephone charges, use of college equipment, or similar services.

Article VI

Compensation

1. Salary Schedule

	GRADES						
			(1.000)	(1.200)	(1.425)	(1.460)	(1.650)
Steps	1	2	3	4	5	6	7
1	6,739	8,084	8,419	10,103	11,997	12,292	13,892
2	7,076	8,489	8,925	10,710	12,717	13,030	14,726
3	7,413	8,894	9,431	11,317	13,437	13,768	15,560
4	7,750	9,299	9,937	11,924	14,157	14,506	16,394
5	8,087	9,704	10,443	12,531	14,877	15,244	17,228
6	8,424	10,109	10,949	13,138	15,597	15,982	18,062
7	-	-	11,455	13,745	16,317	16,720	18,896
8	-	-	11,961	14,352	17,037	17,458	19,730
10 yr.	8,761	10,514	12,382	14,858	17,637	18,073	20,425
15 yr.	9,098	10,919	12,803	15,364	18,237	18,688	21,120
20 yr.	9,435	11,324	13,224	15,870	18,837	19,303	21,815

The following classifications of job titles shall be fixed at the following grades in the salary schedule:

Grade 1	College Nurse	Grade 5	Associate Professor Associate Dean of Students - Counseling Senior Counselor Associate Librarian Chief Librarian
Grade 2	College Registrar Manager of Machine Services Accountant Audio-Visual Director		
Grade 3	Director of Physical Plant Assistant Librarian Counselor Instructor	Grade 6	Director of Admissions Director of Financial Aids and Placement
Grade 4	Assistant Professor Counselor Assistant Librarian	Grade 7	Chief Librarian Associate Dean of Students - Counseling Professor

The minimum starting salary for an employee holding a Masters Degree shall be set at Grade 3, Step 3.

The salary schedule for September 1, 1974 to September 1, 1975 shall automatically be revised so that each member of the bargaining unit shall receive a four percent increase in salary. In addition, further compensation shall be granted if the cost of living exceeds four percent during the period February 1, 1973 to February 1, 1974 as determined by the Buffalo Consumer Price Index. This additional percent increase in salary shall amount to one-half of the cost of living in excess of four percent.

2. Increment

Each employee will receive an annual increment until the maximum salary for that grade is obtained. To qualify for an increment, a faculty member must have been employed for at least fifty percent of the previous appointment year.

3. Longevity

A longevity benefit of five percent of the attained salary grade base will be given members of the bargaining unit in accordance with the salary schedule after ten (10), fifteen (15) and twenty (20) years of full time continuous service. Such longevity payment will be tendered to the employee in the payroll period nearest the longevity anniversary date.

4. Promotion

When an employee is promoted he shall be placed at the step in grade for the new position that represents the smallest increase over the salary he would have otherwise received if he had not been promoted. Such increase shall, however, amount to at least fifty percent of the increment for the new grade. The salary schedule in use on the effective date of such promotion shall be used for such salary determination.

5. Insurance

a. Health Professional service employees shall have a choice of either the State-wide plan or the Group Health Insurance option. The county agrees to continue to contribute 100% of the cost of the single employee plan and 80% of the family plan.

b. Disability The employer shall provide the T.I.A.A.-C.R.E.F. Disability Insurance plan to each member of the bargaining unit. The employer agrees to pay 50% of the premium cost.

6 Retirement

Present coverage by the New York State Teachers Retirement System, the Teachers Insurance and Annuity Association of America, the New York State Employees Retirement System, which are presently in full force and effect, shall be continued.

7. Professional Benefits

a. An amount equal to the number of full-time teaching faculty members multiplied by $100.00 shall be appropriated each year, during the term of this agreement, for use by those in the professional services for authorized travel and other expenses connected with attending professional meetings and conferences.

Mileage for use of a personal vehicle will be reimbursed at the current county rate per mile. Thruway and bridge tolls, providing appropriate receipts are submitted, will also be reimbursed.

Section 203, Subdivision 1, of the County Law states as follows: "The actual and necessary expenses of all officers and employees, other than supervisors, paid from county funds incurred in the performance of their official duties, and the actual and necessary

expenses of all supervisors incurred in the performance of powers and duties of the county, shall be a county charge."

b. The Board of Supervisors shall continue to appropriate funds for institutional memberships and for professional journals in the College library. The College shall also provide to the division or department those professional journals it considers relevant to the instructor's academic discipline.

8. Substitute Teaching

The Board agrees to reimburse full-time faculty members at their regular hourly part-time salary rate who substitute for teachers on approved absences. Such reimbursement shall be paid only when a single substitution extends beyond seven consecutive calendar days. A teacher is not obligated to substitute for another person.

9. Promotion to Division Chairman or Department Chairman

Effective September 1, 1973, Division Chairmen shall be granted an annual stipend of $850 and Department Chairmen an annual stipend of $725 in lieu of the additional increment heretofore paid. These stipends are in recognition of those duties which are required to be performed outside of the normal working hours or beyond the regular academic calendar.

For the purpose of this section, the following positions qualify for stipends:

$850 - Division Chairman, Business
Division Chairman, Liberal Arts
Division Chairman, Science

$725 - Department Chairman, Nursing
Department Chairman, Physical Education
Department Chairman, Secretarial Science
Department Chairman, Social Science

LECTURER: For the purpose of implementing ARTICLE VII of Part II of this Contract, salaries for Lecturers shall be established at Grade indices of 0.8 - 0.9 - 1.0 - 1.2 - 1.425 - and 1.650. Placement of individuals on this schedule shall be based upon individual competency, experience and training in the field of specialization and the degree of professional responsibility assigned to the individual. Specific guidelines for equating non-traditional and traditional collegiate education and experience shall be developed by the College and included in the Faculty Handbook.

Article VII

Reprisals Prohibited

A. It shall be an improper practice for the Board or its agents deliberately to discriminate against any employee for the purpose of encouraging or discouraging membership in, or participation in the activities of, any employee organization.

Article VIII

Leaves of Absence

A. Sick Leave

1. Authorization by the President - Members of the faculty on other than temporary appointments who are unable to perform their duties because of illness shall be granted a sick leave with full salary by the President, for not to exceed a total of one calendar month for each year of prior service for which cumulative sick leave time has not been previously used, up to a limit of six calendar months. For the purpose of implementing Section A.1 of this article, sick leave shall be considered to include: non-duty time after graduation for the personnel on academic year appointments; the two-month non-duty period for personnel on a ten-month appointment; or the one-month vacation period for personnel on the eleven-month appointment.

2. Authorization by the Board of Trustees - Upon the recommendation of the President, the Board of Trustees may grant members of the faculty, other than those holding temporary appointments, sick leave in any one case of two calendar years, comprised of not more than six calendar months at full salary, six calendar months at half salary, and one calendar year without salary.

3. Substitutes - The President shall make necessary arrangements to carry out the activities of the College with due regard to reasonable work loads of other members of the academic staff, and those on sick leave shall not be required or permitted to contribute towards the salary of any substitute appointed during their absence.

Article IX

Miscellaneous Provisions

A. This agreement may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of both parties in a written and signed amendment to the agreement.

B. Any individual arrangement, agreement or contract between the Board and an individual member of the unit, heretofore or subsequently executed shall be subject to and consistent with the minimum terms of this agreement. If an individual arrangement, agreement or contract contains any language calling for less than the minimum terms and conditions of this agreement, this agreement, during its duration, shall be controlling.

C. If any provisions of this agreement or any application of the terms and conditions of this agreement shall be found to be contrary to law, then such provisions or such application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

D. Copies of this agreement shall be printed at the expense of the County and given to all members of the unit now employed or hereafter employed by the College.

E. The Board hereby retains and reserves unto itself all rights, powers, authority, duties and responsibilities conferred upon and vested in them by the laws and the Constitution of the State of New York and/or the United States. The exercise of these rights, power, authority, duties and responsibilities by the Board and the adoption of

such rules, regulations and policies as it may deem necessary shall be limited only by the specific and express terms of this agreement.

F. It is agreed by and between the parties that any provision of this agreement requiring legislative action to permit its implementation by amendment of law or by providing the additional funds therefor, shall not become effective until the appropriate legislative body has given approval.

G. Pay Periods

1. The salaries of professional service employees shall be paid on a bi-weekly basis.
2. If a Faculty member elects the twenty-six pay period plan and wishes to receive the last six payments with his twentieth pay, he shall make this option known in a written statement to the Business Office thirty days prior to commencement.

H. Maintenance of Standards

All benefits and rights heretofore provided by work rules and regulations, resolutions, and local laws, or the Faculty Handbook, and not specifically provided hereunder shall continue in effect.

Article X

Duration of Agreement

This agreement shall be effective as of September 1st, 1973 and shall continue in effect through August 31, 1975.

This agreement constitutes the entire agreement between the parties.

In Witness Whereof the parties hereto have hereunder set their hands and seals this _____day of _____, 1973.

FACULTY ASSOCIATION	JEFFERSON COUNTY BOARD OF SUPERVISORS
_____	_____
President, Faculty Association	Chairman, Board of Supervisors
_____	_____
Negotiating Committee Member	Chairman, Personnel Committee
_____	_____
Negotiating Committee Member	Negotiator, Personnel Director
_____	_____
Negotiating Committee Member	Personnel Committee Member
_____	_____
Negotiating Committee Member	Personnel Committee Member
_____	_____
Negotiating Committee Member	Personnel Committee Member
	_____
	Personnel Committee Member

P A R T II

BETWEEN THE

JEFFERSON COMMUNITY COLLEGE BOARD OF TRUSTEES

AND THE

FACULTY ASSOCIATION OF JEFFERSON COMMUNITY COLLEGE

1973-1975

FACULTY ASSOCIATION - BOARD OF TRUSTEES CONTRACT

INDEX

		Page
ARTICLE I	Recognition	21
ARTICLE II	Negotiation Procedures	22
ARTICLE III	Grievance Procedure for Academic and Professional Policy Items	23
ARTICLE IV	Types of Appointment and Evaluation	30
	A 1 Temporary	
	A 2 Initial	
	A 3 Term	
	A 4 Continuing	31
	A 5 Administrative	32
	A 6 Notification	
ARTICLE V	Recruitment and Appointment of Faculty	33
	A President's Appointment Authority	
	B Academic Dean's Authority	
	C Continuing Education	
	D Division Chairmen's Responsibility	
	E Selection Procedure for Dept. Chmn.	34
	F Selection Procedure for Div. Chmn.	
	G Selection Procedure for Deans	
	H Notification of Vacancies	35
ARTICLE VI	Faculty Workloads	36
	A Teaching Loads	
	B Overload Payments	
	C Limit of part-time to full-time	
ARTICLE VII	Rank and Qualification	37
	A Minimum Qualifications for Apptmt.	
	A 1 Promotion	
	A 2 Minimum Qualifications	
	A 3 Defining Credit Hours	38
	A 4 Planned Program and Prior Approval	
	A 5 Special Studies and Research	
	A 6 Limitation on Credits Earned	39
	A 7 Evaluation and Agreements	
	A 8 Transcripts	
	B Non-credit Courses	
	C Standards of Evaluation (non-credit	41
	D Substitution of Non-teaching Experience	
	E Waiver of Requirements	42
	G Continuing Education Requirement	

			Page
ARTICLE VIII	Leaves of Absence		43
	A	Sabbatical Leave	
	B	Maternity Leave	45
	C	Other Leaves	
ARTICLE IX	Termination of Service		46
	1 a	Termination at Will	
	1 b	Automatic	
	1 c	Retirement	
	1 d - A	Retrenchment - Statement	
	1 d - B	Retrenchment - Procedure	47
	1 e	Termination for Cause	48
ARTICLE X	General Provisions		49
	A	Work Schedule - non-classroom Academically-ranked	
	B	Student-Faculty Ratio	50
	C	Teaching Assistants	
	D	Tuition Waiver	
	E	Registration Week	
	F	Commencement	51
	G	Personnel Files	
ARTICLE XI	Faculty Association		52
	A	Association Business on Campus	
	B	Class Schedules - Association Meetings	
	C	Time Off - Faculty Assoc. President	
ARTICLE XII	Reprisals Prohibited		53
ARTICLE XIII	Miscellaneous Provisions		54
	A	Amending Agreement	
	B	Consistency with Minimum Terms	
	C	Contrary-to-law Provision	
	D	Managements Rights Clause	
	E	Legislative Action Clause	55
	F	Maintenance of Standards Clause	

Article I

Recognition

The Board of Trustees recognizes the Association as the exclusive negotiating agent for the unit consisting of those employees of Jefferson Community College classified by the State University of New York as being in the professional services.

Excluded from this negotiation unit are the following:

President

Academic Dean

Dean of Students

Associate Dean for Continuing Education

Dean of Administration

Administrative Assistant to the President

All professional service employees paid on an hourly rate

All new titles in the professional service will be subject of negotiations as to whether or not they fall within the unit.

Article II

Negotiation Procedures

A. The terms and conditions of employment provided in this agreement shall remain in effect until September 1, 1975, or until altered by mutual agreement in writing. The parties agree during this period to arrange meetings upon the request of either party to discuss any question concerned with the interpretation of the terms and conditions of this agreement.

B. Neither party in any negotiations shall have control over the selection of the representatives of the other party and each party may select its own representatives. While no final agreement shall be executed without ratification by the Association and the Trustees, the parties mutually pledge that their representatives will be clothed with all necessary power and authority to make proposals, consider proposals, and reach compromises in the course of negotiations.

C. No later than 120 days before May 1, 1975, the parties will enter into negotiations over a successor agreement.

Article III

Grievance Procedure for Academic and Professional Policy Items

A. Purpose

1. In order to establish a more harmonious and cooperative relationship between the College and members of the professional staff, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to certain differences between professional employees and the College through procedures under which members of the professional staff may present grievances free from coercion, interference, restraint, discrimination or reprisal.

B. Definitions

1. A "Grievance" shall mean any claimed violation, misinterpretation or inequitable application of terms of the agreement.
2. "Member of the Professional Staff" shall mean any full-time employee of the College in the professional service as determined by the Chancellor of the State University of New York and who is also a recognized member of the negotiating unit of the Faculty Association.
3. "Supervisor" shall mean any person, regardless of title who is assigned to exercise any level of supervisory responsibility over professional staff.

4. "Association" shall mean Jefferson Community College Faculty Association.

5. "Board of Trustees" shall mean the Board of Trustees of Jefferson Community College.

6. "Chief Executive Officer" shall mean the President of Jefferson Community College.

7. "Aggrieved party" shall mean any person or group of persons having a grievance.

C. Basic Standards and Principles

1. Every member of the professional staff shall have the right to present his grievance to the College in accordance with this section, free from interference, coercion, restraint, discrimination or reprisal, and with the right to be represented if he so chooses at all stages thereof by any person or persons which he may designate at the time he presents his grievance or at a subsequent date.

2. It shall be the responsibility of supervisors at all levels, commensurate with the authority delegated to them by their superiors, promptly to consider and take appropriate action upon grievances presented to them by employees under their supervision. To such extent as practicable, appropriate authority shall be delegated to such supervisors to carry out the purposes of this section.

3. Grievance forms will be jointly developed by the College President or his designees and representatives of the Faculty Association.

4. All documents, communications, and records dealing with processing grievances shall be filed separately from the personnel files of the participants.

D. Procedures

1. First Procedural Stage - Immediate Supervisor

(a) The individual shall present his grievance to his immediate supervisor within two weeks after the alleged grievance occurs.

(b) The immediate supervisor shall discuss the grievance with the individual and he shall make such investigation as he deems appropriate and relevant to the grievance.

(c) Within one week after the presentation of the grievance to him, the supervisor shall make his decision and communicate this to the person presenting the grievance.

2. Second Procedural Stage - Next Level of Supervision

(a) If the person presenting the grievance is not satisfied with the decision of his immediate supervisor, he may within three days thereafter request a hearing before the person responsible for the next level of supervision.

(b) Upon receiving such a request, the supervisor shall require written statements to be presented by the aggrieved person and his immediate supervisor setting forth the specific nature of the grievance and the facts relating thereto.

(c) Within one week of receiving a request for a hearing by the aggrieved, the supervisor shall hold an informal hearing at which the aggrieved and his representative may appear and present oral and written statements or arguments. Within one week from the conclusion of the hearing, the supervisor shall render a written decision to the aggrieved, his representative, his immediate supervisor, and any administrative officer affected by the decision.

3. Third Procedural Stage - College Grievance Board

(a) The College Grievance Board shall consist of three tenured faculty members and four alternates selected by the Faculty Association at the beginning of the academic year and three members appointed by the Chief Executive Officer.

(b) The request for hearing by the College Grievance Board shall be addressed to the Academic Dean. Each of the principals in the grievance may exercise veto power over the selection of the Board members but the number of vetoes allowed shall be restricted to two by each principal. Once membership on the College Grievance Board has been established, it shall select its own Chairman, review the written statements submitted, and begin the hearing within one week.

(c) During the hearing, either principal may be represented by any person or persons of his choice. Each may call

witnesses and introduce evidence. Each will be given opportunity to examine all evidence and to cross-examine witnesses. All testimony shall be recorded and if requested by either principal treated in a confidential manner. The Grievance Board shall reach a decision and notify the principals of this decision in writing within one week of the conclusion of the hearings. All decisions shall be reached in executive session. No member of the Hearing Board shall discuss any aspect of the grievance outside of meetings of the Grievance Board with anyone from the beginning of the hearing through the rendering of a written decision.

4. Fourth Procedural Stage - Board of Trustees or Advisory Arbitration

   (a) If either party is not satisfied with the decision at the third procedural stage, he may submit the grievance to a hearing by the Board of Trustees or to arbitration by written notice to the Chief Executive Officer within ten days of the decision at the third procedural stage.

   (b) Within one week of receipt of a request for a hearing with the Board of Trustees, the chairman of the Board of Trustees shall appoint a hearing committee consisting of the Chief Administrative Officer of the College and three members of the Board of Trustees who shall review all records of previous hearings and who shall establish a hearing date within one month of the receipt

of the petition. The Trustees' Hearing Committee shall report its recommendations to the Board of Trustees within one week of the conclusion of the hearing. The Board of Trustees shall make its final decision at the next regular meeting of the Board and its decision shall be communicated to the principals immediately following this meeting. The decision of the Board of Trustees shall be final and binding on all parties concerned.

(c) Within one week after such written notice of submission to arbitration, the Chief Executive Officer and the aggrieved will agree upon a mutually acceptable arbitrator competent in the area of the grievance and will obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a request for a list of arbitrators will be made to the American Arbitration Association by either party. The parties will then be bound by the rules and procedures of an arbitrator. The selected arbitrator will hear the matter promptly and will issue his decision not later than 14 calendar days from the date of the close of the hearing, or, if oral hearings have been waived, then from the date the final statements and proofs are submitted to him. The arbitrator's decision will be in writing and will set forth his findings of fact, reasoning and conclusions on the issue. The decision of the arbitrator shall be advisory to the Trustees.

The costs for the services of the arbitrator, including expenses, if any, will be borne by the aggrieved party.

5. Fifth Procedural Stage - Board of Trustees

(a) If the Trustees disagree with the decision of the arbitrator, the Trustees will proceed as outlined in paragraph (b), Fourth Stage.

Article IV

Types of Appointments and Evaluation

A. Types of Appointments

1. Temporary Appointment - A temporary appointment shall be an appointment to the professional staff for an unspecified period which may be terminated at any time. Temporary appointments ordinarily shall be given only when service is to be part-time, voluntary, or to continue for one year or less.

2. Initial Appointment - An initial appointment shall be a full-time appointment to the professional staff for a period of one year which shall automatically expire at the end of that period. If the starting date of the initial appointment is after the due date for the fall mid-semester grades, the initial appointment will be for the balance of the academic year and through August 31 of the succeeding year. All persons appointed to the professional staff except those appointed for temporary or part-time service shall first be given an initial appointment.

3. Term Appointment - A term appointment shall be an appointment to the professional staff of the College for a period of one year which shall expire automatically at the end of that period. Reappointment at the end of an initial appointment shall be a term appointment. Professional staff are limited to one term appointment as professor, two term appoint-

ments as associate professor, three term appointments as assistant professor, three term appointments as instructor, or three term appointments as a member of the non-academically ranked professional staff. The term appointments shall accumulate regardless of rank for the purpose of fulfilling requirements for continuing appointment. Administrative staff are not so limited as they are not eligible for any other type of appointment except for an initial appointment.

4. Continuing Appointment - A continuing appointment shall be an appointment to the professional staff for an indefinite period which, once granted, shall not be affected by changes in rank. Reappointment at the end of the first term appointment for a professor, the second term appointment for an associate professor, the third term appointment for an assistant professor, the third term appointment for an instructor, or the third term appointment for a member of the non-academically ranked professional staff shall be a continuing appointment. The non-tenured period for transferees from another institution of higher education in which a continuing appointment has been received may be reduced by years of tenured service at that institution. Such transferees will, however, be required to serve a minimum of two years at Jefferson Community College prior to being granted continuing appointment.

5. Administrative Appointment - Continuing appointments may be given to professional staff concurrent with administrative appointment, but such continuing appointment shall apply only to the position of academic rank and not to the administrative position. Persons holding continuing appointments who are given administrative appointments shall continue to hold such continuing appointments in their position of academic rank.

6. The President shall notify members of the academic staff in writing by March 1, pending approval of the Board of Supervisors, of their appointments, reappointments, and promotions.

Article V

Recruitment and Appointment of Faculty

A. The Board of Trustees has delegated to the President responsibility for appointment of all faculty at the College. It is understood that the Trustees reserve the right of review prior to appointment of the President's selection for administrative officers at the level of Dean or higher. All appointments made by the President are to be reported to the Trustees.

B. The President has delegated to the Academic Dean the responsibility for recruitment and preparation of recommendations for the selection of all academic staff. In turn, the Academic Dean is to consult with the appropriate division chairman and department chairman in all aspects leading up to the final recommendation for selection. When appropriate, such as in the Continuing Education Division, the Dean may delegate a major portion of this responsibility to a division chairman.

C. When appointments to the Continuing Education Division are made in disciplines incorporated within the academic division structure of the College, the Associate Dean for Continuing Education shall consult the appropriate academic division chairman and department chairman before an appointment recommendation is transmitted to the President.

D. In the case of appointments to the academic staff, division chairmen and department chairmen shall seek advice and assistance from members of their academic staff.

E. In the case of appointment of a Department Chairman, Chief Librarian, Director of Athletics, Director of Admissions, or Associate Dean--Counseling, the Administration shall seek the advice and assistance of those members of the professional staff whose qualifications permit them to render meaningful advice and assistance.

F. For appointment of an Academic Division Chairman, an ad hoc advisory committee shall be formed. This committee shall consist of the following members:

1. Two faculty from the division neither of whom may hold an initial or temporary appointment and one of whom must hold continuing appointment, elected by vote of the faculty members of the division.
2. One out of division peer selected by vote of the Academic Division Chairmen.

The committee shall coordinate their activities with and make recommendations to the Academic Dean. The recommendation may include a priority listing of acceptable candidates.

G. For administrative appointment of the Associate Dean for Continuing Education, Academic Dean, Dean of Administration, or Dean of Students, an ad hoc advisory committee shall be formed. This committee shall consist of the following members:

1. An administrator appointed by the President of the College.
2. Two faculty, neither of whom may hold an initial or temporary appointment and one of whom must hold continuing appointment elected by vote of the Faculty Association and with approval of the President of the College.

The committee shall coordinate their activities with and make recommendations to the President of the College. The recommendations may include a priority listing of acceptable candidates.

H. Notice of all vacancies in professional positions shall be publicized by the College to provide notice thereof to the professional staff.

Article VI

Faculty Workloads

A. Teaching Loads:

Full-time teaching faculty without additionally assigned duties shall teach not less than 12 hours and no more than 18 contact-hours per semester. The maximum yearly teaching load may not exceed 33 contact hours or 30 credit-hours.

Limitations:

Faculty members who are teaching multiple sections in massed lectures, independent of the assistance of other faculty as in team teaching, may not exceed a maximum semester workload of 15 contact-hours.

Mass lecturing shall be defined as instruction by a single faculty member of more than the agreed to maximum number of students for a single section. It shall not apply in instances where sub-sectioning of a given course results in an average student load in that course of equal to or less than the agreed to single section maximum.

B. Overload Payments:

Teaching personnel who are required to teach in excess of the yearly limitations indicated, will be paid at a rate equal to the normal extension division overload rate. Payment will be made in a lump sum amount at the end of the year in which the overload occurred.

C. Part-time Faculty Positions:

Though a part-time faculty position reaches the minimum full-time workload requirements in a given semester, a full-time position will be created only if the following conditions are met:

1. The position requires the normal duties of a full-time member of the teaching faculty as outlined in Section III-12 of the Faculty Handbook.

2. It can be demonstrated that the full-time position can be sustained on a continuing basis.

Note: Those articles in Section V of the Faculty Handbook that do not conflict with the above provisions apply to faculty workload definitions.

Article VII

Rank and Qualification

A. Minimum Qualifications for Academic Appointment

1. Promotion is granted in recognition of the demonstrated excellence of a faculty member in meeting the responsibilities assigned him and in implementing the objectives of the College. To be eligible for promotion, members of the academic staff must meet the minimum requirements which follow for each rank:

2.

Rank		Requirements
Professor	-	An earned doctorate with 30 graduate credits in the field of specialization and 6 years' experience in higher education (or its equivalent) or Sixty (60) credit hours beyond the bachelor's degree including a master's degree and 30 graduate credits in the field of specialization plus 10 years' experience in higher education (or its equivalent).
Associate Professor:	-	An earned doctorate with 30 graduate credits in the field of specialization and 2 years' experience in higher education (or its equivalent) or Forty-five (45) hours credit hours beyond the bachelor's degree including a master's degree and 20 graduate hours in the field of specialization plus 6 years' experience in higher education (or its equivalent)
Assistant Professor:	-	A master's degree with a major concentration of credits in the field of specialization and 2 years' experience in higher education (or its equivalent).
Instructor:	-	A minimum of a master's degree with a major concentration in the field of specialization.
Lecturer:	-	Individuals possessing the necessary expertise to teach a given discipline but lacking the credentials to qualify for a given academic rank.

NOTE: The above minimum qualifications become effective Fall Semester, 1973, but no member of the present staff shall be reduced in rank as a result of the adoption of these minimum qualifications. Individuals holding term appointments as of September 1, 1973, who have not earned a master's degree shall retain their academic rank but shall not be eligible for continuing appointment until such time as the master's degree has been earned. New appointees to the professional services who have not earned their master's degree prior to appointment shall be placed at the rank of lecturer. Lecturers shall not be eligible for continuing appointment. Once the individual has earned the master's degree, he shall be granted academic rank and credit for years of service toward fulfilling continuing appointment and/or promotion.

3. For the purpose of implementing this section, all credit hours shall mean semester credit hours. Quarter credit hours shall be multiplied by a factor of 2/3 to compute equivalent semester credit hours.

4. All credit hours earned by a faculty member shall reflect a planned program that gives the individual adequate breadth and depth within his discipline. To insure the recognition by the college of adequate credit for a program of study, a faculty member should receive approval from his department head and/or division chairman and the Dean prior to starting a particular course of study.

5. A faculty member may undertake special studies or research with prior approval of the College. Upon completion of the work, evaluation will be made by the College for determining the amount of credit to be granted under Part B of this Article (VI). Such evaluations shall be based upon the published outcomes (or material as it might be prepared for publication).

Article VII

6. The College reserves the right to deny acceptance of credits earned under the following conditions:

   (a) Where there is repetition in courses taken.

   (b) Where the work is taken at an institution not accredited by a regional accrediting association or not recognized as a bona fide degree-granting institution by the authoritative body of that state (or country).

   (c) Where the grade earned in a course is less than the minimum acceptable level for a matriculated student at that institution. In no event shall grades of less than C be recognized for graduate credit.

7. Evaluation and agreement by the College under this section shall be the responsibility of the Division Chairman and the Dean in charge of the Division. All agreements (prior approvals and post-audits) shall be issued in writing by the President's office upon recommendation of the Division Chairman and the Dean.

8. It shall be the responsibility of the individual faculty members to obtain official transcripts of work taken at other Colleges or Universities. Such transcripts shall be furnished on an annual basis at least one month prior to the annual evaluation submission date when such work has been taken since the previous evaluation. All faculty applying for tuition waivers at State University of New York units shall sign an appropriate transcript request form at the time of submission of their tuition waiver request.

B. Non-Credit Courses: Non-credit courses may be substituted for not more than 50% of the post master's course work requirement for each academic rank. The Academic Dean upon recommendation of the Department and Division Chairmen shall certify that such a course will make significant contribution

to the professional competence of the faculty member and recommend equivalent credit and level. After such courses are completed, evaluations of the requirements and work performed shall be made by the Division and Department Chairmen and forwarded to the Academic Dean for his action and transmittal to the President for final action.

C. Standards of Evaluation: Allowance for non-credit course work is intended to cover only regularly planned and conducted programs of instruction for which formal credit is not allowed. It is not intended to include credit courses taken on a non-credit or audit basis by election of the individual faculty member, nor is it intended that professional work experience shall be substituted for formal educational experience.

In accordance with the standard practices described above, the following standards and procedures will be followed in making allowances for non-credit courses:

Equivalent credit shall be only in whole numbers of credit hours. Where the institution providing the instruction does not furnish an interpretation of the equivalent credit hours, the Academic Dean shall assign equivalent credit hours not to exceed one semester credit hour for each 15 hours of lecture or each 45 hours of laboratory instruction. Lecture credits shall be reduced proportionately where out-of-class preparation does not approximate two hours for each hour of lecture.

D. Substitution of Other Professional Experience for College Teaching Experience: Experience in teaching at other than college level and professional experience in business or industry may be recognized when such experience is appropriately related to the individual's academic assignment at the College. This experience is equated on the basis of its relevance to the academic assignment, and normally no more than two years of college teaching experience shall be equated for three years of other professional experiences.

E. Waiver of Minimum Requirements: The Trustees upon recommendation of the President may waive the minimum requirements when such waiver is in the best interest of the College.

F. Notification of Faculty Association Upon Waiving Requirements: If the Trustees waive the minimum requirements, the President of the College shall notify in writing the President of the Faculty Association of the decision and the reason(s) for the waiver.

G. Continuing Education Requirement: All members of the faculty are required to remain up to date in their fields of specialization by taking courses, attending workshops and special institutes and/or performing special studies or research. To insure that this requirement is met, each annual evaluation shall include a review of the individual's achievement in meeting this objective for the three year period immediately preceding the date of submission of the evaluation.

If a faculty member is found to be deficient in keeping up to date in his field during the period, he will be so notified in writing and encouraged to remedy the situation during the following calendar year.

If the deficiency still exists at the end of the fourth year, the administration, after consultation with the faculty member, his immediate supervisor, and the President of the Faculty Association, may elect one of the following courses of action.

a. Deny the individual overload teaching for additional remuneration.

b. Deny the individual further increases in salary until a remedy is achieved.

c. The President may bring charges against the individual before the College Grievance Board.

Article VIII

Leaves of Absence

A. Sabbatical Leave

1. Sabbatical leaves for professional development may be made available to full-time members of the professional staff who meet requirements set forth in this section. Priority for granting such leaves shall be based upon the professional development to be achieved and its resulting value to the College with seniority of the staff member being a prime consideration.

2. Purpose - Sabbatical leaves shall be granted for formal education, research, study, writing, or other experiences of professional value to the individual and the College.

3. Eligibility - Members of the faculty who have completed at least six consecutive years of service since the date of return from their last sabbatical leave shall be eligible. Computing consecutive years of service for the purpose of this section, periods of vacation leave and periods of sick leave with salary shall be included; periods of leave of absence (other than vacation leave and sick leave with salary) and periods of part-time service shall not be included, but shall not be deemed an interruption of otherwise consecutive service.

4. Terms and Conditions - Sabbatical leaves may be granted for periods of one year at rates not to exceed one-half salary or for periods of one-half year at rates not to exceed full salary. Members of the faculty on sabbatical leave may, with the prior approval of the President, accept fellowships, grants in aid, or earned income to assist in accomplishing the purpose of their leaves. In such cases, the President may adjust the sabbatical leave salary to reflect such income either prior to or during the period of such leave, but the sabbatical leave salary shall not be decreased if the total earnings

are less than full salary.

5. Application - Application shall be submitted to the office of the President as far in advance as possible of the requested effective date of the leave, but in no case later than January 3, of the academic year preceding the year within which the leave is to be taken. Each application shall include a statement outlining the program to be followed while on leave, indicating any supplementary income, stating that the applicant intends to continue as a member of the faculty upon his return, and stating that upon his return the applicant will submit to the President a report of his accomplishments while on sabbatical leave.

6. Denial - If a sabbatical request is denied, reasons for denial will be supplied in writing to the staff member by the Office of the President.

7. Substitutes - During periods of sabbatical leaves by members of the faculty, the President shall make appropriate arrangements for carrying on the activities of the College with due regard to reasonable workload of the other members of the faculty, and such persons on sabbatical leave shall not be required or permitted to contribute towards the salaries of substitutes during their absence.

8. Leave Credits - Vacation leave and sick leave credits are not accrued during a sabbatical leave.

B. Maternity Leave

1. Report - Members of the faculty who become pregnant shall report the existence of their pregnancy to the President as soon as possible, and ordinarily not later than the fourth month of pregnancy.
2. Leave - For faculty with at least one full year of service, the President shall grant a leave of absence without pay effective for a period of time determined by the President in consultation with the applicant.
3. Extension - At the request of such a person, and after receiving the recommendations of the President, the Board of Trustees may grant further extension of such leaves of absence.

C. Other Leaves

1. Approval - The President may grant leaves of absences without salary for the purpose of professional development for periods not to exceed one year. The President shall report such leaves to the Board of Trustees.
2. Application - Application for such leaves shall be submitted to the President as far in advance as possible, but ordinarily no later than January 30, prior to the academic year in which the leave is to be taken. Approval of application submitted after this date shall be contingent upon the employment of a suitable replacement.
3. Leave Credits - Vacation leave and sick leave credits are not accrued during a leave without salary.
4. A person on sabbatical leave or leave of absence granted by the President without salary will receive all increases in salary and benefits to which he normally would be entitled, providing he satisfactorily achieves the objectives for which the leave was granted.

Article IX

Termination of Service

1 a. TERMINATION AT WILL. The services of members of the faculty having temporary or initial appointments may be terminated at will by the President notwithstanding any other provisions of these policies. There shall be no right of appeal from such termination.

1 b. AUTOMATIC TERMINATION. The services of members of the faculty having term appointments shall cease automatically at the end of the specified term.

In the event of a decision not to renew a term appointment, the faculty member shall be informed of the decision in writing and if he so requests, he shall receive a written statement of the reasons for his dismissal.

1 c. TERMINATION (RETIREMENT) FOR AGE. Members of the faculty shall be retired and their services terminated on August 31 following their reaching age 65. Services of any faculty member may be continued on a term appointment basis after age 65 by approval of the President.

1 d. TERMINATION FOR RETRENCHMENT

A. Statement

No full time employee on continuing appointment shall be retrenched, laid off, or otherwise terminated without a concerted effort being given to the retention of the employee. If retrenchment cannot be avoided, the employer may terminate the services of the employee providing individuals are notified no later than March 1 preceding the appointment year.

Article IX

B. Procedure

When retrenchment seems possible, the President of the College shall consult with the executive committee of the Faculty Association to consider possible solutions. When retrenchment is necessary, faculty within a given division or department shall be retrenched in the inverse order of their appointment to the extent that qualifications necessary to carry out the teaching function of the department or division permit.

1. Released employees shall be placed on leave of absence with no obligation to rehire after the expiration of three (3) years. Each employee placed on leave of absence as aforementioned shall be reinstated in inverse order of his placement on leave of absence for a vacancy for which he is qualified.

2. The Board shall notify qualified employees on leave of absence of subsequent vacancies by certified mail to the last address registered by the employee at the President's office. No new appointments, except on a temporary basis, shall be made within thirty (30) days from the mailing of such notification. No appointment of new faculty members shall be made until all those on leave of absence qualified for the vacancy have been given an opportunity to be re-employed. If an employee does not return to work at the specified time the Board shall have no further employment obligation to him, except that when an employee who has given notice of his intent to return is prevented from so doing due to illness or other emergencies, his leave may be extended for a period not to exceed one (1) year.

3. Upon return such employee shall retain all credits toward sabbatical leave, sick leave and experience for salary purposes during lay off, and such experience gained during lay off shall be evaluated for salary purposes upon re-employment.

(Note: For better understanding in the implementation of this contract, any change of status of a full-time faculty member on continuing appointment to any status less than full-time will be considered a retrenchment.)

1 e. TERMINATION FOR CAUSE. Service of faculty with term or continuing appointments may be terminated at any time for cause, which shall consist of inadequate performance of duties due to mental or physical incapacity evidenced by appropriate medical advice or incompetence or unprofessional behavior evidenced by a violation of the Code of Ethics (Sec. VI-9 of Faculty Handbook).

NOTICE:

When the President has information or receives a complaint against a member of the faculty which, if true, might serve as grounds for dismissal for cause, and he deems such grounds substantial, he shall discuss it with the person concerned and shall make whatever further investigation he deems appropriate. If the President determines, after making investigation, that further action is warranted, he shall confer with the individual. Thereupon, if the President deems further steps necessary, he shall present a formal statement of charges against the individual to the College Grievance Board.

Article X

General Provisions

A. Work Schedule, Non-Classroom, Academically Ranked Faculty

1. Non-classroom academically ranked faculty shall be appointed for either ten or eleven calendar-month periods consistent with Article VI. Changes, if any, in the contract year shall result in appropriate pro-rated increases or decreases in the salaries outlined under Article VI. Approval of all individual schedules including starting and ending dates shall be the responsibility of the Dean charged with supervision of the division.

2. GENERAL PROVISIONS. Non-classroom academically-ranked faculty on ten- or eleven-month appointments shall be entitled to "time off" during the regular holiday and spring recesses during the academic year when the requirements of their jobs permit this to be done. It is expected that the Library and Student Services Divisions will preschedule all necessary personnel on an equitable basis in carrying out the essential functions of the College during these periods.

It is expected that on those days when the College is open but classes are not in session during the regular academic year, the following services will be made available on campus:

Library Services

Admissions and Financial Aids Counseling

General Counseling and General Academic Advisement

Supervision of any College-sponsored athletic, cultural or other student activity.

For the purpose of implementing this section, it is assumed that, in addition to having a reduced professional staff on duty during these periods, there shall be an equitable distribution of "on duty" time for all members of the divisions within the limits of their professional qualifications.

B. Student-Faculty Ratio

The day school instructional portion of the budget shall provide for one FTE teaching position for every eighteen full-time students budgeted for the fall semester.

C. Teaching Assistants

1. Funds shall be provided by the College for the purpose of employing students as teaching assistants. Such students shall be selected by the instructor and may assume responsibility of assisting in checking assignments, audiovisual preparations, lecture demonstrations and other tasks assigned by the instructor deemed helpful in augmenting teaching effectiveness.

2. Such assistants shall assist those faculty who are carrying an excess hourly or student load. Each instructor desiring the use of teaching assistants shall submit in writing to the Academic Dean reasons for requesting a teaching assistant and the responsibilities he or she shall assume.

D. Tuition Waiver

Professional Service employees of the College may enroll in courses offered by the College without charge within the limits of the funds provided for this purpose in the College's budget.

E. Registration Week

1. The College shall provide sufficient clerical assistance to relieve faculty of clerical responsibilities during this period. It shall be the duty of the teaching faculty to perform all advising tasks assigned during this period.

Article X

F. Commencement

All faculty members shall attend commencement exercises unless specifically excused by the Academic Dean. Full-time teaching faculty upon completion of their assigned duties shall not be required to be present at the College after graduation.

G. Personnel Files

Members of the professional staff shall have access to personnel files maintained by the office of the President in accordance with the following provisions:

1. Certain material in the file shall not be made available:
   a. Letters of reference
   b. Placement records which contain references from outside sources
   c. Transcripts restricted by the sending institution
2. The file will be available upon signature of the requesting individual between 9:00 A.M. and 3:30 P.M. on a working day. The file may not be removed from the office.
3. The employee shall have the right to respond to any material available to him in his file. His response shall be placed in his file.
4. A member can add to his own file any materials from a professional service he feels should be included in his personnel file.

Article XI

Faculty Association

A. Association representatives shall have the right to transact Association business on College premises at any reasonable time provided the same does not interfere with instruction.

B. The College shall not reschedule classes after the beginning of a semester to conflict with the regularly scheduled meetings of the Faculty Association without the approval of the Faculty Association.

C. The College shall permit the President of the Faculty Association, or his designate, time to carry out Association business and to visit other colleges for purposes relating to Association affairs to the extent that such time away from his duties shall not interfere with the normal operation of the College.

The College further agrees to cooperate with the Association by permitting the rescheduling of classes and the voluntary substitution by colleagues (within limits mutually agreed to by the Association and the Board of Trustees) to make absences of Association representatives possible for the purpose of attending conferences, meetings or negotiation sessions during working hours.

Article XII

Reprisals Prohibited

It shall be an improper practice for the Trustees or its agents deliberately to discriminate against any employee for the purpose of encouraging or discouraging membership in, or participation in the activities of, any employee organization.

Article XIII

Miscellaneous Provisions

A. This agreement may be altered, changed, added to, deleted from, or modified only through the voluntary, mutual consent of both parties in a written and signed amendment to the agreement.

B. Any individual arrangement, agreement or contract between the Trustees and an individual member of the unit, heretofore or subsequently executed shall be subject to and consistent with the minimum terms of this agreement. If an individual arrangement, agreement or contract contains any language calling for less than the minimum terms and conditions of this agreement, this agreement, during its duration, shall be controlling.

C. If any provisions of this agreement or any application of the terms and conditions of this agreement shall be found to be contrary to law, then such provisions or such application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

D. The Trustees hereby retain and reserve unto themselves all rights, powers, authority, duties and responsibilities conferred upon and vested in them by the laws, the Constitution of the State of New York and the United States, the regulations and policies of the State University of New York, and the Regents of the State of New York. The exercise of these rights, powers, authority, duties, and responsibilities by the Board of Trustees and the adoption of such rules, regulations and policies as they may deem necessary shall be limited only by the specific and express terms of this agreement.

E. It is agreed by and between the parties that any provision of this agreement requiring legislative action to permit its implementation by amendment of law or by providing the additional funds therefor, shall not become effective until the appropriate legislative body has given approval.

F. Maintenance of Standards

All benefits and rights heretofore provided by work rules and regulations, resolutions, and local laws, or the Faculty Handbook and not specifically provided hereunder shall continue in effect.

Article XIV

Duration of Agreement

This agreement shall be effective as of September 1, 1973, and shall continue in effect through August 31, 1975.

This agreement constitutes the entire agreement between the parties.

In Witness Whereof the parties hereto have hereunder set their hands and seals this _____ day of _____, 1973.

JEFFERSON COMMUNITY COLLEGE
BOARD OF TRUSTEES

_____
Chairman

_____
Chairman, Negotiating Committee

_____
Negotiating Committee Member

_____
Negotiating Committee Member

_____
Negotiating Committee Member

JEFFERSON COMMUNITY COLLEGE
FACULTY ASSOCIATION

_____
President, Faculty Association
and Chairman of Negotiating Committee

_____
Negotiating Committee Member

_____
Negotiating Committee Member

_____
Negotiating Committee Member

_____
Negotiating Committee Member

6/73